

# Creating a Google Sites Portfolio

## CS Principles

This activity addresses the concepts that *computing fosters creation of artifacts* and *computing fosters creative expression*. It focuses, in part, on the following learning objectives:

- 1: The student can use computing tools and techniques to create artifacts.
- 3: The student can use computing tools and techniques for creative expression.

### Introduction

In this course you will maintain an on-line *portfolio* of your work -- homework assignments, issue essays, and creative projects. There are lots of good reasons for maintaining a portfolio:

- Sharing is good. It is an important part of the culture of the free software and open source software movement.
- Writing up your work will help you remember how to do things and you'll have a ready-at-hand repository to refer back to in case you forget how to do something.
- You can continue to work on your projects after the course ends.
- You can share work from your portfolio with your friends and family.

In this assignment you will create a website on *Google Sites* where you will store and maintain your portfolio. You'll need a gmail account to do this exercise. If you do not have one please create one.

Here is [a nice example of a student portfolio](#).

### The Google Sites Tutorial

Create your personal portfolio by working through the [Google Sites Tutorial](#).

### Design and Organization of your Portfolio

Feel free to personalize your portfolio by choosing your own theme and adding whatever personal content you like, bearing in mind that you will be sharing your site *publicly*. Do not put personal information such as your age, address, phone number.

However, your site should have the following basic organization:

- A name such as *Ralph Morelli's CSP Portfolio*
- Under the **more options** tab, select **everyone in the world can view this site**.
- A home page with a brief blurb about you and a photograph. No photo.
- A **navigation** bar with the following categories:
  - Homework
  - Creative Projects
  - Issues
  - Notes

## Organizing Your Navigation Links

1. Click Edit Sidebar on the left hand side of your homepage - located under the categories
2. When the Manage Site page opens look for the Edit link next to Navigation (it should be in the middle of your screen). Click Edit
3. A configure navigation box will appear. If you don't see a list of pages you have created then you must UNCHECK the box next to "Automatically organize my navigation"
4. You should now be able to see all the pages you have created. If a page name is BOLD that means it is a category heading. Select a page name and use the arrows on the right to move the page up/down the list, right to become a subpage, or all the way left to make the page a category heading.
5. If you created a page but don't see it listed, simply click Add Page at the bottom, find the page you want to add, and scroll down to click ok. Then use the arrows to place the page where you would like it to appear.
6. When you are done organizing your pages, click Ok at the bottom, then click Save at the top. Click Return to Site at the bottom or click the name of your site on the left hand side.

## How to Hand in This Assignment

When your portfolio is set up, upload the url to schoology.org.